

COMMUNITY EVENTS FUNDING REQUEST

Community Event is an activity that is of short duration that brings together the citizens of Tigard for entertainment and/or educational purposes in a public setting.
Please complete each question.

Due: February 11, 2016

Event Name: Tigard Farmers Market

Address: PO Box 230421

City, State, Zip: Tigard, Oregon, 97224

Contact Name: Jessica Love, Market Manager

Telephone Number: 503-639-6302

E-mail address: Manager@TigardFarmersMarket.Org

1. **Request** (express in whole dollar amounts only)

Cash \$8,500.00

In-Kind Services-hours (use of city property, city staff support, etc. Please explain the services requested on a separate sheet)

Total Request \$8,500.00

2. **Purpose of Funding Request:**

The Tigard Farmers Market is focused on bringing farmers, community and non-profits together in way that benefits all. Farmers grow local produce, plants, and flowers; our Tigard community members gather together to buy these products; and weekly non-profit booth space gives all the opportunity to give back. Tigard Farmers Market. GROW. GATHER GIVE.

Funds will be used to:

- Support staff efforts in producing a now 28 week market
- Provide healthy food and gardening demonstrations
- Expand our Market Sprouts Program. A weekly program to educate kids on the importance of making healthy eating choices and staying active all done in a fun way including a Community garden and fun activities and prizes.
- Support our pop up events at the market including kids vending day each month.

3. **How will this event benefit the Tigard Community? Please be specific.**

- Encourages customer attendance through community outreach – special events and programs designed to enhance the customers experience at the market. Patrons can meet the farmers that produce their food, ask questions and support buying local.
- Gives community members a family, kid and elder friendly place to buy local foods and artisan goods without traveling far and with easy safe access.
- Non profit organizations have the opportunity to educate and sell in our free Community Booth with profits going directly to the organization. Patrons become more aware of needs in their community and how they can help

- Master Gardener volunteers dispense free gardening advice to customers, answering their questions and helping them with garden related problems.
- Helps community members shop more sustainably. The customers that shop at the Market come to buy locally grown and produced agricultural products, and to feel good about participating in a more sustainable food system. In a sustainable food system, it's not only the food that's important, but also how it is packaged and carried home. We will provide earth friendly bags for customers, recycling stations and we are easily accessible by transit, bike and by foot due our proximity to trails and the Tigard Transit center.
- Provides community members broad access to fresh produce and artisan items, including access for those who may be disabled or reliant upon public transit.
- Stretches food dollars for Tigard residents through the SNAP/EBT (food Stamp)match. Patrons were able to buy more fresh local fruits and vegetables for themselves and their families.
- The market benefits the community by helping make Tigard: A Place to Call Home. Our goal is to communicate the benefits of buying local fresh produce. Local foods:
 - Create community
 - Support our local economy
 - Promote variety
 - Have less environmental impact
 - Are fresher and taste better
 - Are seasonal
 - Preserve green space and farm land
 - Promote food safety

4. How many Tigard residents do you anticipate participating in this event (or these events)?

We see an average of 623 residents come to the market each Sunday, more than 16,000 residents over a market season.

5. Please submit the following information with this request:

- Most recent annual budget compared with the prior year's actual revenues and expenditures. The Budget should identify the period to which it applies, beginning and ending balances, major revenue sources, major expenditure categories, and number of authorized positions.
- Audit report or financial statements for the last fiscal year.
- Articles of Incorporation.*
- 501(c)(3) status.*
- Organization Bylaws*

* Information not required if it has been submitted at least once in the last five years.

Please note that a lack of adequate financial information could result in denial of request.

*The Tigard Farmers Market is owned by the Tigard Chamber of Commerce

Jessica Love

Print Name of Preparer

Jessica Love

Signature of Preparer

2/1/15

Date

Tigard Farmers Market
Profit Loss
July 2014 through June 2015
(Unaudited, Cash Basis)

Income	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	TOTAL
2000 Farmers Market Income													
FM-MISC													
FM Application Fees	\$ 75	\$ 25	\$ -	\$ -	\$ -	\$ -	\$ 450	\$ 314	\$ 188	\$ 125	\$ 150	\$ 100	\$ (10)
FM City of Tigard Grant	\$ 8,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,426
FM New Seasons Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ 8,500
FM Space Fees	\$ 3,802	\$ 3,222	\$ 3,807	\$ 2,009	\$ 25	\$ -	\$ 430	\$ 203	\$ 200	\$ 885	\$ 3,454	\$ 6,114	\$ 3,500
Total 2000 Farmers Market Income	\$ 12,377	\$ 3,602	\$ 4,367	\$ 2,394	\$ 790	\$ 35	\$ 880	\$ 4,017	\$ 388	\$ 1,010	\$ 3,604	\$ 6,214	\$ 24,151
Harvest Market & Bazaar													
2100 Farmers Market Income													
FM USDA Advance Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,110
FM USDA Grant Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,677
FM USDA Grant Indirect Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 810	\$ -	\$ -	\$ -	\$ 6,256	\$ -	\$ -	\$ 6,256
2100 FM USDA Advance Grant - Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,100	\$ -	\$ -	\$ -	\$ 13,365	\$ -	\$ -	\$ 2,990
Total 2100 FM USDA Advance Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,910	\$ -	\$ -	\$ -	\$ 21,801	\$ -	\$ -	\$ 21,485
Total Income	\$ 12,377	\$ 3,602	\$ 4,367	\$ 2,394	\$ 790	\$ 8,945	\$ 880	\$ 4,017	\$ 388	\$ 22,811	\$ 3,604	\$ 6,214	\$ 70,388
Expense													
2001 Farmers Market													
FM Admin & Accounting	\$ 1,857	\$ 540	\$ 655	\$ 359	\$ 119	\$ 5	\$ 132	\$ 603	\$ 58	\$ 152	\$ 541	\$ 932	\$ 5,952
Total FM Bank Fees	\$ 299	\$ 54	\$ 91	\$ 176	\$ 97	\$ 20	\$ 61	\$ 155	\$ 60	\$ 146	\$ (22)	\$ (194)	\$ 943
FM EBT match	\$ 780	\$ 509	\$ 711	\$ 290	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 487	\$ 2,757
Total FM Leased Staff	\$ 2,936	\$ 3,219	\$ 2,892	\$ 3,005	\$ 2,238	\$ 1,789	\$ 1,564	\$ 2,190	\$ 1,688	\$ 2,643	\$ 3,660	\$ 4,060	\$ 31,885
Total FM Marketing	\$ 89	\$ 75	\$ 403	\$ 225	\$ 315	\$ 750	\$ -	\$ -	\$ 185	\$ -	\$ -	\$ -	\$ 2,041
Total FM Operating Expenses	\$ 22	\$ -	\$ -	\$ -	\$ 144	\$ 163	\$ -	\$ -	\$ 186	\$ 261	\$ 231	\$ 81	\$ 1,088
Total FM Telecommunications	\$ 31	\$ 31	\$ 31	\$ 31	\$ 31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 155
FM Trailer Depreciation	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70	\$ 85	\$ 855
FM Website Hosting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 139	\$ 250	\$ -	\$ 389
Total 2001 Farmers Market	\$ 6,084	\$ 4,498	\$ 4,853	\$ 4,157	\$ 3,014	\$ 2,797	\$ 1,827	\$ 3,018	\$ 2,247	\$ 3,410	\$ 4,729	\$ 5,431	\$ 46,064
2101 FM USDA Grant Expense													
FM USDA Grant Indirect Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 719	\$ 108	\$ 624	\$ 663	\$ 2,114
FM USDA Grant labor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 485	\$ 35	\$ 500	\$ 71	\$ 95	\$ 198	\$ 1,364
FM USDA Grant Supplies	\$ -	\$ -	\$ -	\$ 79	\$ 79	\$ 933	\$ 79	\$ 79	\$ 799	\$ -	\$ 2,363	\$ 134	\$ 4,541
USDA Grant Expense Mktg/Adver	\$ -	\$ -	\$ -	\$ 8	\$ 76	\$ 300	\$ 1,616	\$ -	\$ 2,240	\$ 909	\$ 3,792	\$ 6,295	\$ 15,235
Total 2101 FM USDA Grant Expense	\$ -	\$ -	\$ -	\$ 87	\$ 154	\$ 1,233	\$ 2,159	\$ 114	\$ 4,257	\$ 1,088	\$ 6,873	\$ 7,289	\$ 23,254
Total Expense	\$ 6,084	\$ 4,498	\$ 4,853	\$ 4,243	\$ 3,168	\$ 4,029	\$ 3,986	\$ 3,131	\$ 6,504	\$ 4,498	\$ 11,603	\$ 12,720	\$ 69,318
Net Income	\$ 6,293	\$ (896)	\$ (486)	\$ (1,849)	\$ (2,378)	\$ 4,916	\$ (3,106)	\$ 886	\$ (6,116)	\$ 18,313	\$ (7,999)	\$ (6,506)	\$ 1,070
USDA Grant Advance not spent in this Fiscal Year - At end of Grant cycle all funds will be spent													\$ (7,187)
Revised Net Income without Grant surplus													\$ (6,117)